

November 23, 2016

The regular meeting of the Camden County Board of Social Services was held on Wednesday, November 23, 2016 at 12:00 p.m. in the office of the Board at 600 Market Street, Camden, New Jersey, with James H. Rhodes, Chair, presiding. The following members were present:

Susan Michielli, Vice Chair; Dr. Leonard Krivy, PhD, Secretary/Treasurer; Ginny Betteridge

Also present were: Shawn Sheekey, Director; Christine Hentisz, Deputy Director; Martin F. McKernan Jr., Esquire, Board Counsel; Ed Hill, Esquire; Paulette Konopka, Fiscal Officer; Sharon Hall, Sr. Management Assistant

Public Attendance: Gerald Baker, Vice President, CWA-Local 1084; Lizzie Jones, Hearing Officer, WSO; Latanya Belcher, Martine Depoder, Desiree DeGeorge, Theresa Marcheski

At 12:00 P.M., a quorum being present, Mr. Rhodes called the meeting to order, and announced that in compliance with the Open Public Meetings Act, the Courier Post Newspaper and the Philadelphia Inquirer were notified of the Board Meeting; notice of the agenda was posted in a prominent location at 600 Market Street and the County Clerk was notified.

Mr. Rhodes requested approval of the following items:

- Minutes of the October Board Meeting.
- The listed expenditures from both Clearing and Administration Accounts.
- The payment of salaries and traveling expenses for November.
- Requisition from the County Treasurer for administration expenses for December.
- To move funds, to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the month of December.

Mr. Rhodes requested a motion to approve.

Ms. Betteridge moved to approve. Ms. Michielli seconded the motion, and there being no discussion on the motion, a vote was taken and the motion was adopted.

**OPEN SESSION  
Public Participation**

Mr. Rhodes requested a motion to open the meeting for public participation. Dr. Krivy moved to open the Public Participation portion of the Open Session, seconded by Ms. Michielli and the motion was unanimously adopted.

Mr. Rhodes asked if there were any members of the public wishing to address the Board. Ms. DeGeorge and Ms. Marcheski addressed the Board regarding medication needed for a lifelong disease that they obtain outside the United States. Ms. DeGeorge stated that she was reimbursed in the past for these out of pocket prescription costs for sixteen years but was denied reimbursement this year through the drug reimbursement program. Ms. DeGeorge stated that the reason she and Ms. Marcheski are being denied reimbursement is because the medication is not FDA approved. Mr. Sheekey stated that notification was received by HIF stating that the medication not approved by the FDA and was illegal to distribute in the United States. Ms. Marcheski presented the Board with additional information regarding the FDA permitting the medication into the United States and it is currently dispensed by several pharmacies in Texas. The cost of obtaining the medication in Texas is three to four times the amount of the cost of obtaining it through Canada. Mr. Sheekey stated that he would be happy to make a copy of the information Ms. Marcheski had and that he would present the information to the HIF. Mr. Rhodes noted that the Agency is contracted with the Pharmacy Benefits Manger (PBM) to manage the employees' prescription drug program. Mr. Rhodes stated that he was surprised to hear that the Agency would reimburse any medication outside of that. The information that is being presented is more appropriately handled through the operation that is in place through the PBM. He does not believe the agency has any authorization to pay for medications outside of that program. Mr. Rhodes stated that he would support Mr. Sheekey's suggestion to go to the PBM with the additional information Ms. Marcheski has and receive a determination from the medical professionals hired by the Agency. Mr. Sheekey mentioned that Mr. Hill is the Agency's representative on the HIF and asked if he would reach out to them regarding the matter.

Mr. Baker addressed the Board regarding the level of health care benefits and the savings realized from discontinuing coverage with the State Health Benefits Plan and entering into the HIF plan. Mr. Rhodes stated that the premiums in the HIF were less than those of the SHBP last year, and they have gone down this year which is unheard of. This year will be the last major increase under Chapter 78 cost sharing. Those increases are based on a lower premium. Mr. Rhodes stated he believes the Agency has done a good job on the benefits side of controlling those costs. Mr. Baker questioned whether the Agency or the employees are paying for dental coverage. Is it a part of the premium, a separate bill? Mr. Rhodes and Mr. Sheekey stated that they would look into it.

Mr. Baker stated that there have been several conversations regarding the health benefits opt out matter and he is interested on coming to a resolution of the issue. Mr. Rhodes stated that there is nothing contractual that compels the Agency to engage in the program within the CWA contract and that Mr. McKernan has been discussing the issue with the union. Ms. Belcher addressed the Board stating she is one of the employees who opted out of the agency's health benefits plan. Ms. Belcher stated that she understands that the opt out is not contractual but it is something that the agency did give out and has done in the past, and pretty much in the present because people did get it got it back in March. Ms. Belcher stated that she and the other employees who are affected are just trying to understand how the Agency since those who opted out and their spouses are not state employees have gotten their money. Ms. Belcher stated that the Agency is not in the State Plan, but it is in the plan administered by Connor Strong.

**OPEN SESSION  
Public Participation**

Ms. Belcher stated that if the rules were changed, there needs to be something in writing as to why she and the others affected are not eligible for the opt out and why those who do not have spouses in the State plan are eligible and they don't because both groups work for the same employer, the Agency is not in the State plan, and it is a part of the employees' annual salary. Unless she can be shown otherwise, Ms. Belcher states the affected employees are not getting their full salary as health benefits is a part of salary package. They are asking for only about one third of what the Agency would pay out for their health benefits plan. She would like to know where the matter leaves them because they assumed they were getting the money for the time they served as they opted out of their medical coverage.

Mr. Rhodes stated that County policy states that if a person receives benefits through another County entity or the State Health Benefits Program, they are not eligible for the incentive payment although they are eligible to opt out, unless contractually it calls for the incentive payment. Mr. Rhodes added that the State Health Benefits itself, as an employer, doesn't permit the incentive payment if the spouses benefit is provided by another government agency. There was some additional discussion between Mr. Rhodes and Ms. Belcher. Mr. Rhodes stated that the matter needs to be handled in a consistent manner. He advised that there are discussions between Counsel and the union on the matter and once it is resolved something in writing will be issued. Ms. Depoder mentioned that she pays 100% for family dental coverage. Mr. Rhodes stated that it would be looked into.

Mr. Rhodes asked if there were any additional members of the public wishing to address the Board. Seeing as there was no one additional, Mr. Rhodes requested a motion to close the Public Participation portion of the Open Session. Ms. Betteridge moved to close the Public Portion of the Open Session of the meeting. Ms. Michielli seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

The Open Session of the meeting continued.

**UPDATE STATE AND FEDERAL POLICIES ..... Shawn Sheekey, Director**

Mr. Sheekey stated that all Board members would find a synopsis of informational transmittals, procedural bulletins, general assistance procedural bulletins and Division of Family Development instructions in their packet. If there were any questions on any of the material, Mr. Sheekey stated that he or his staff would be happy to comment on them.

Mr. Rhodes requested a motion to approve the Director's Update on the State and Federal Policies.

Ms. Betteridge moved to approve. Ms. Michielli seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

**Resolution 124-2016 – Authorizing an Award of Contract (State Contract #A79875) By and Between the Camden County Board of Social Services and Grainger for the Purchase of 100 Plantronics Headset Systems ..... Ed Hill, Esquire**

Mr. Hill presented Resolution 124-2016 which permits the Agency to purchase certain materials, supplies or equipment under contract entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury without advertising for

**OPEN SESSION  
Public Participation**

bids. The Agency desires to enter into a contract for the purchase on one hundred (100) Plantronics Headset Systems, Model No CS540, under the provisions of State Contract #A79875 with Grainger for a total cost of \$20,900.00. The proper officers are authorized and instructed to sign and execute any necessary documentation when such materials and/or services have been delivered and accepted.

Mr. Sheekey informed that the headsets are replacing old and outdated equipment and will be used by the Call Center and by employees who conduct phone interviews in the Interviewing and Medical Departments.

Mr. Rhodes requested a motion to adopt Resolution 124-2016.

Ms. Betteridge moved to approve. Ms. Michielli seconded the motion and there being no other discussion on the motion a vote was taken and the Resolution was unanimously adopted.

**Resolution 125-2016 – Authorizing Award of Contracts for Purchase of Copy, Computer Paper and Envelopes Under Cooperative Pricing Agreement ..... Ed Hill, Esquire**

Under the Cooperative Pricing Agreement adopted by resolution on June 10, 1998 with the County of Camden serving as the Lead Agency for the purchasing of work, materials and supplies, the County of Camden by Resolution adopted August 18, 2016 awarded contracts to the lowest responsible bidders for the purchase of copy, computer paper and envelopes for a term of six (6) months commencing on or about September 1, 2016 through February 28, 2017, with the option of an additional six (6) months extension to be exercised at the sole discretion of the County of Camden.

Pursuant to the Cooperative Pricing Agreement, the Agency is desirous of obtaining the benefits of said contracts awarded by the County of Camden, and authorizes and awards contracts to the lowest bidders per County Resolution for the term mentioned previously.

Mr. Rhodes requested a motion to approve Resolution 125-2016.

Ms. Michielli moved to approve. Ms. Betteridge seconded the motion and there being no other discussion on the motion a vote was taken and the Resolution was unanimously adopted.

**DIRECTOR’S REPORT ..... Shawn Sheekey, Director**

Mr. Sheekey stated that he had nothing to report from the monthly DFD meeting as the meeting was canceled due to a lack of agenda items. Mr. Sheekey stated that there were a couple of items that came up at last Friday’s CWDA meeting. The State is proposing to automate the Random Moment Survey. Currently a staff member physically goes around the building from employee to employee to see what they are doing at any random moment. That is a way which determines funding through the different programs; if a person is working on SNAP, working on TANF, etc. It is an antiquated way of doing it. A presentation has not been provided yet but there is a lot of concern because it could impact funding in terms of the way the funding streams and buckets are calculated. This item will be placed on the agenda for next month’s DFD meeting.

**OPEN SESSION  
Public Participation**

Mr. Sheekey stated that it may be realized by the State that DIMS may not be helping the Counties as it is making more work. This has also been added to next month's DFD meeting because there are 21 counties doing 21 different things. The Agency is trying some different dimming of records here in order to get cases into a file, not necessarily having to index them, but that is what is being done because paper work cannot readily be obtained, and sometimes when a quality review is being conducted all the pieces of the case cannot be located. With the upcoming building move, it would be great not to have to move the masses of files. There will be more discussion on the options. There has been some overtime in the Case Bank which has had positive results cleaning up the paper work but now the cleaned up paper work needs to be filed.

Mr. Sheekey stated that the next Partner's Meeting has been scheduled for December 8<sup>th</sup> and Freeholder Rodriguez will be kicking it off. There are approximately 70 people signed up to participate and it is hoped that number will reach 100. Ms. Hentisz is working on the presentation to show all the groups that interact with the agency how the agency has restructured, what has been done in the last three years, what the client used to go through and what they now go through with the generic process. Mr. Sheekey believes the meeting will be very informative.

Mr. Sheekey provided an update regarding the ongoing FNS Collaborative. He stated that it is amazing what the PDSAs (Plan, Do, Study, Act) have brought to light in terms of processes. For instance, a process known as the "pull method", which is a different way work is distributed to Specialists, has reaped a 28 percent increase in cases reviewed per day by the Specialists. Instead of being assigned a number of cases per day that the Specialists need to review, they begin with one case and when they complete that case they go back to the bank and pull the next case. The Specialists are seeing this as less stressful and they are able to focus more due to working on one case at a time. Mr. Sheekey anticipates seeing a lot of benefits from the use of PDSAs and many more are planned. He stated that he and Christine want to do departmental meetings because it is not believed that the staff are receiving all the information shared at the administrative and supervisors meetings. Mr. Sheekey stated that the Agency is pretty much done with the big changes; case banking and the transition to a generic workforce, that was a lot of change in a short amount of time; and now we need to tweak processes for better efficiency. Mr. Sheekey mentioned that the second FNS Collaborative conference has been scheduled in San Diego in February.

Mr. Rhodes requested a motion to approve the Director's Report.

Ms. Michielli moved to approve. Ms. Betteridge seconded the motion and there being no discussion on the motion, a vote was taken and the motion approving the Report was unanimously adopted.

**FISCAL REPORT..... Paulette Konopka, Fiscal Officer**

Ms. Konopka stated that each Board member had received copies of Fiscal Reports in their packet for the month of October 2016.

Ms. Konopka stated that if anyone had any questions she would be happy to address them.

Mr. Rhodes requested a motion to accept the Fiscal Report for October 2016 as presented in the packet.

**OPEN SESSION**  
**Public Participation**

Ms. Betteridge moved to approve. Dr. Krivy seconded the motion and there being no discussion on the motion, a vote was taken and the motion approving the Report was unanimously adopted.

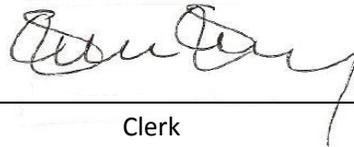
**OLD BUSINESS PUBLIC SESSION**

There was none.

**NEW BUSINESS PUBLIC SESSION**

There was none.

Mr. Rhodes requested a motion to close the Open Session of the meeting and move to the Closed Executive Session to discuss personnel and legal matters. Ms. Betteridge moved to discuss such matters in closed session. Ms. Michielli seconded the motion, and there being no discussion on the motion a vote was taken and the motion was unanimously adopted.



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Clerk